

~~CONFIDENTIAL~~

Chief, D/GL

DOCUMENT NO. 5

NO CHANGE IN CLASS. ☒☐ DECLASSIFIED

CLASS. CHANGED TO: TS S C

Chief, D/GC/RR

NEXT REVIEW DATE: 1990

AUTH: HR 70-2

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8 January 1958

**Procedural Changes in Responsibilities Regarding Maps**

**REFERENCE:** Memo to D/GL dated 26 October 1953 Subject: Control of Dist. of Maps Produced by the Cartography Division

1. The Cartography Division has in past years provided the Map Library with the editorial "OK" for distribution of maps and charts produced by D/GC. Since this editorial "OK" has at times been delayed, a new method of automatic "OK" will go into effect immediately. Within 48 hours after the receipt of the printed maps and charts in the Library, distribution may automatically be made to original requesters and others as required. Only in unusual cases will there be a need to stop distribution and this will be accomplished as in the past by telephone and memo.

2. Since the origin in 1953 of the LIMITED ON DEMAND type distribution for certain maps and charts produced by D/GC, a situation has developed resulting in numerous phone calls to D/GC. In order to alleviate this problem, D/GC is changing the quantity from 10 to 25 copies before approval need be secured from the Chief, D/GC.

3. As of January 1958, D/GC rather than D/GL will assume the responsibility for notifying the CIA Classification Officer regarding map classification and control changes for later issuance in the Agency Regrading Bulletin.

25X1X7 4. The releasing of specific copies of maps produced for the NIS program [REDACTED] will hereafter be handled by D/GL rather than D/GC in accordance with the approval for release of specific NIS sections as approved by OSI [REDACTED]. 25X1X7

5. Effective immediately, primary distribution of paper prints of all standard and page size NIS base maps to the contributors of the NIS program will be accomplished by D/GL. The Cartography Division will continue, as in the past, to distribute the plastic separation plates.

25X1A9A

**Distribution:**

Orig. &amp; 2 Addressees

1 - Ch/G/RR

2 - D/GC/RR

9 JAN 1958

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